

DATE:	03/27/06		
TO:	City Clerk		
FROM:	Mayor's Office		
ADDRESS		TELEPHONE	(915) 541-4145
Please place the following item on the (Check one):			
CONSENT		<input checked="" type="checkbox"/>	REGULAR
Agenda for the Council Meeting of April 18, 2006			
Item should read as follows: Fran A. Mosher to the Civil Service Commission by Mayor John F. Cook.			
SPECIAL INSTRUCTIONS:			
Item No.			

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION:	Civil Service Commission		
NOMINATED BY:	Mayor John F. Cook	DISTRICT:	
NAME OF APPOINTEE	Fran A. Mosher		
(Please verify correct spelling of name)			
BUSINESS ADDRESS:			
CITY:		ST:	
ZIP:		PHONE:	
HOME ADDRESS:			
WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?			
Andrew M. Peña, Sr.			

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE):	TERM EXPIRED:	<input checked="" type="checkbox"/>
	RESIGNED	
	REMOVED	
	OTHER (SPECIFY):	
EXPIRATION DATE OF INCUMBENT:	04/15/06	
EXPIRATION DATE OF NEW APPOINTEE:	04/15/09	
PLEASE CHECK ONE OF THE FOLLOWING:	1 <sup>st</sup> TERM:	<input checked="" type="checkbox"/>
	2 <sup>nd</sup> TERM	
	UNEXPIRED TERM:	

## Fran A. Mosher, SPHR

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March 16, 2006

Mayor John Cook  
City of El Paso  
2 Civic Center Plaza, 10<sup>th</sup> Floor  
El Paso, Texas 79901

Dear Mayor Cook:

This will serve as an expression of my interest in serving on the City of El Paso Civil Service Commission. As a seasoned Human Resources professional, I am acutely aware of the challenges that face all employers. The Civil Service Commission plays an integral part in the regulation and purview of the City's workforce and, accordingly, its members must be knowledgeable and resolute in the performance of their functions.

I am pleased to present an extensive and rewarding career in human resources--spanning the retail and healthcare fields to the financial industry and, of course, municipal government. Although my municipal experience with the City of Hobbs, New Mexico involved a considerably smaller entity, the functional departments and governmental labor law principles were the same. My understanding of public employment, civil service property/liberty rights, public record requirements, and open-meeting regulations is vigorous. The unique challenges of working with elected officials, constituent accountability and, of course, public safety personnel serve as foundation for this appointment. The attainable relationship between labor and management was highlighted in the opportunity I had to join with the Hobbs Fire Department in providing Congressional testimony on Management-Labor initiatives, showcasing the innovation and partnership that can be achieved within governmental employment. I see the CSC as a partner in fostering such a working environment.

In late 2005, I was privileged to be a part of the group of HR Professionals that reviewed the City of El Paso's Human Resources department. My involvement was limited to the initial investigatory stages, but provided insight to the operations of this key department and the delivery of services to employees as well as the public.

The opportunity to participate in the city's operation, while remaining in the private sector is undoubtedly the best of both worlds. I am aware of the time commitment and have reviewed the minutes of many of the CSC meetings over the past few months. Enclosed is a copy of my resume for your review. Please do not hesitate to contact me should you need additional information and thank you for your consideration.

Sincerely,

*///Fran A. Mosher///*

Fran A. Mosher, SPHR

**FRAN A. MOSHER, SPHR**

## **HUMAN RESOURCES PROFESSIONAL**

### **SUMMARY OF QUALIFICATIONS**

- A high-energy, motivated, self-starter with the ability to set effective priorities for achieving immediate and long-term goals, ensure efficient work-flow and meet operational deadlines.
- Exceptional interpersonal and communication skills, having dealt with a diversity of professionals, clients and staff members.
- Expertise in recruitment, staffing, training, motivation and evaluation of personnel to assure adherence to quality service, product delivery, and customer satisfaction.
- Sound knowledge of budgets, cost-control systems, process assessment and quality management designed for stable operations and bottom-line profitability.
- Experienced in professional and service contract development and negotiation.
- Expertise in labor law and compliance.
- Extensive experience in both public and private sector.
- Accomplished in mediation and negotiation.

### **EXPERIENCE**

***Vice President – Human Resources***  
***03/03 – Present***

***FirstLight Federal Credit Union***  
***El Paso, Texas***

- Provide executive leadership in the development and implementation of a sales and service culture based upon strategic initiatives.
- Implemented a successful recruitment and retention program to include use of assessment centers and abilities-based selection tools.
- Designed and implemented a variable pay compensation program.
- Transitioned and integrated a traditional training program into a comprehensive performance driven and strategically linked human resource development system.
- Developed and implemented six departmental restructures to improve management performance and impact service delivery.

***Human Resources Consultant***  
***08/02 – 03/03***

***City of Hobbs, New Mexico***  
***Hobbs, New Mexico***

- Develop revised personnel manual utilizing an employee focus group.
- Provide human resource services to assist in recruitment of City Manager and Chief of Police.
- Provide consulting human resource functions to Acting City Manager.

***Director of Human Resources***  
***07/97 - 08/02***

***Carlsbad Medical Center***  
***Carlsbad, New Mexico***

- Provide direction, oversight and compliance leadership for human resource initiatives in support of 880 FTEs at two regional medical centers.
- Developed human resource policies to achieve accreditation with commendation.
- Developed a successful employee satisfaction program.
- Conducted labor market compensation studies leading to development of comprehensive pay plan revision.
- Directed recruitment and hiring activities for clinical, technical and support staff positions.
- Ancilliary responsibilities include Information Security, Emergency Management Coordinator, Performance Improvement, Coordinator for 75 member volunteer organization, and ad hoc marketing endeavors.

***Director of Personnel***  
***06/90 - 08/97***

***City of Hobbs***  
***Hobbs, New Mexico***

- Developed strategic plan to professionalize human resource functions.
- Implemented modified pay for performance compensation program.
- Established comprehensive management training curriculum.
- Developed standardized hiring, recruiting, and promotional processes for all departments.
- Established a comprehensive Workers Compensation restricted duty program resulting in 40% liability reduction.

**EDUCATION**

Bachelor of Science in Human Resource Management  
La Crosse University, Madisonville, Louisiana